

Approval Qualifications for Lead Training Course Provider

Approval for lead training courses is based on the requirements specified in the **Lead Poisoning Prevention Code Section 845.28, as revised**. If the course is disapproved, you will be contacted by letter. Application for refresher courses can be made concurrently with the initial course. The Department does not need additional copies of course material for the refresher course if it is the same as the initial course, excluding copies of the refresher course agenda. State, local government, and nonprofit training programs shall be exempt from application, accreditation and certification fees.

Separate approval is required for courses taught in a language other than English. If you wish to teach a course in Polish, Spanish or any other foreign language you must apply for and receive separate approval. In addition, you must include a signed statement that the foreign language course content will be the same as the English language course content. If the course is not the same as the English version then you must provide the foreign version with an English translation of the content of the course. Submit your agendas and other hand-out materials in the foreign language. Your class list and certificates must indicate the language other than English. Any deviation from the approved course, such as conducting courses longer than an eight (8) hour day, shall not be approved by the Department without prior Department review and approval of such course. Separate approval is required for abbreviated or extended courses. Such approval is required before the courses are offered or held. The Department must receive a written request with a copy of the course agenda, times, etc. reflecting the alternative course meets the requirements set forth in the full course. **"Training Hour" means at least 50 minutes of actual teaching, including time devoted to lecture, learning activities, small group activities, demonstrations, evaluations, and/or hands-on experience.**

PUBLIC INFORMATION DISCLOSURE

The **Public Information Disclosure** form accompanying this application must be completed and returned to this office to allow the Department to release your contact information. **ONLY** those training providers who complete this form and return it to this office will be included in Department lists. The **Public Information Disclosure** form is incorporated into all license applications and training course provider approval applications to address the release of contact information to the general public.

The Department may suspend, revoke or deny approval of any lead training course for the following reasons:

1. Misrepresentation of the contents of a training course to the Department and/or the student population;
2. Failure to submit required information or notifications in a timely manner;
3. Failure to maintain required records;
4. Falsified records, instructor qualifications, or other related information or documentation;
5. Failure to comply with the training standards and requirements in this Section;
6. Failure to comply with Federal, State or local lead-based paint statutes or regulations.

After your course has been approved you are required to mail/fax the class lists showing the names of all who passed the course, including SS #, Certificate #, dates and times of the course, instructor names and where the course was held to:

Illinois Department of Public Health, Lead Abatement Program
525 W. Jefferson, Springfield, IL 62761
Attn: Stephanie Tharp
Fax: 217-557-1188

Failure to provide the requested information may result in denial of your training course approval. If you have any questions, please contact the Lead Abatement Program at (217) 782-3517, TTY (800) 547-0466 for the hearing impaired.